

Drop/Add Tuition Adjustment and Special Grading Options



Information on Courses and Programs
Offered by the Division of Continuing Education
During the Summer of 2020

Drop/Add Tuition Adjustment and Special Grading Options

Drop/Add Table of Contents

Dropping All Courses – Summer Session 2020	3
Summer Session 2020 – Maymester (Sections 001-099/800-809)	4
Summer Session 2020 – Term A (Sections 100-199/810-819)	6
Summer Session 2020 – Term B (Sections 200-299/820-829)	8
Summer Session 2020 – Term C (Sections 300-399/830-839)	10
Summer Session 2020 – Term D (Sections 400-499/840-849)	12
Summer Session 2020 – Term D (Sections 900-999 Independent Study, Thesis or Doctoral Dissertations)	14
Summer Session 2020 – Terms E & F (Sections 500-699/850-859)	16
Summer Session 2020 – Augmester (Sections 050-099/870-879)	17
Online Credit Term Based BL1	19
Online Credit Term Based BL2	21
Online Credit Term Based BL3	23
Online Credit Term Based BL5	25
Online Credit Flex, Individualized Instruction	27
Individualized Instruction/Internships	27
Summer 2020 Extraordinary Session	28
Summer 2020 MS in Org Leadership 1	30
Summer 2020 MS in Org Leadership 2	31
Summer 2020 Evening MBA 1	32
Summer 2020 MA in Journalism Entrepreneurship	33
Summer 2020 IEC Noncredit	34
Non-Credit Courses	35
Summer 2020 Online and Individualized Instruction Tuition Rates	40

Dropping All Courses – Summer Session 2020

Withdrawing from the University

If a student is dropping **all** of his/her courses (excluding the self-paced OC courses), the appropriate program tuition adjustment schedules apply, and the timelines and procedures are as follows:

Withdrawal Date	Colleges	Procedures
Through M – 5/21/20 A – 6/19/20 B – 7/27/20 C – 7/2/20 D – 7/14/20 D(900-999)–7/27/20 E&F – See website G – 8/13/18 BS1 – 6/18/20 BS2 – 7/29/20	ENVD; Law; MBA; Music	Students must complete the “Withdrawal Form.” No signatures are necessary. Dean’s signature is required to withdraw after this date.
Through M – 5/28/20 A – 7/1/20 B – 8/6/20 C – 7/23/20 D – 8/8/19 E&F – See website G – 8/19/20	Arts & Sciences; Business; Education; Engineering; Graduate School; Journalism; Non-Degree	Students must complete “Withdrawal Form”. No signatures are necessary. After this date, students must petition their dean. Non-degree students petition the Dean of CEPS.

Petitioning for exceptions to the tuition adjustment policy

Before **degree** students can petition Continuing Education & Professional Studies for an exception to the tuition adjustment policy, they must have already secured their Dean’s approval of their late drop(s).

Non-degree students requesting tuition adjustment exceptions must complete the Petition Withdrawal Form and go through the petition process

Suspended Engineering Students

Engineering students on suspension (having an active main campus suspension) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Maymester (Sections 001-099/800-809)

CU-SIS Session Code: BAM/Boulder Sum Maymester/3Weeks (5/11/20-5/29/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 5/12/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
5/13/20 – 5/21/20	None	Student may withdraw online, submit an e-mail, or complete a Drop/Add Form. No instructor signature is necessary.
After 5/21/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 5/12/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
5/13/20 – 5/26/20	Student must obtain the instructor's signature on a Drop/Add Form or Special Action Form. A signed letter from the instructor is also acceptable.
After 5/26/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Maymester students to add their name to a waitlist is 5/11/20. Waitlists are cancelled on 5/12/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 5/12/20	Student may change online or submit an email request to ceregistration.
After 5/12/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 5/8/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.


☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Term A (Sections 100-199/810-819)

CU-SIS Session Code: BAS/Boulder Sum A Session/1st 5 Wks (6/1/20-7/2/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/4/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/5/20 – 6/19/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 6/19/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/4/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
6/5/20 – 6/29/20	Student must obtain the instructor's signature on a Drop/Add Form or Special Action Form. A signed letter from the instructor is also acceptable.
After 6/29/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Term A students to add their name to a waitlist is 6/2/20. Waitlists are cancelled on 6/3/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/4/20	Student may change online or submit an email request to ceregistration.
After 6/4/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 6/1/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Term B (Sections 200-299/820-829)

CU-SIS Session Code: BBS/Boulder Sum B Session/2nd 5 Wks (7/7/20-8/7/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 7/10/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/11/20 – 7/27/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 7/27/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 📧

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 7/10/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
7/11/20 – 8/3/20	Student must obtain the instructor's signature on a Drop/Add Form or Special Action Form. A signed letter from the instructor is also acceptable.
After 8/3/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Term B students to add their name to a waitlist is 7/8/20. Waitlists are cancelled on 7/9/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 7/10/20	Student may change online or submit an email request to ceregistration.
After 7/10/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 7/8/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.


☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Term C (Sections 300-399/830-839)

CU-SIS Session Code: BCS/Boulder Sum C Session/8 Wks (6/1/20-7/24/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/8/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/9/20 – 7/1/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 7/1/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/8/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
6/9/20 – 7/20/20	Student must obtain the instructor's signature on a Drop/Add Form or Special Action Form. A signed letter from the instructor is also acceptable.
After 7/20/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Term C students to add their name to a waitlist is 6/2/20. Waitlists are cancelled on 6/3/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/8/20	Student may change online or submit an email request to ceregistration.
After 6/8/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 6/4/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.


☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Term D (Sections 400-499/840-849)

CU-SIS Session Code: BD1/Boulder Sum D Session/10 Wks (6/1/20-8/7/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/10/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/11/20 – 7/14/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 7/14/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/10/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
6/11/20 – 7/27/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 7/27/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Term D students to add their name to a waitlist is 6/2/20. Waitlists are cancelled on 6/3/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/10/20	Student may change online or submit an email request to ceregistration.
After 6/10/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 6/8/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Term D (Sections 900-999 Independent Study, Thesis or Doctoral Dissertations)

CU-SIS Session Code: BD2/Boulder Sum D w/B D/A Dates (6/1/20-8/7/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/ Withdrawal	Amount of Adjustment	Procedures
Through 7/10/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/11/20 – 7/27/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 7/27/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 📧

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 7/10/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
7/11/20 – 8/3/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 8/3/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Term D students to add their name to a waitlist is 7/8/20. Waitlists are cancelled on 7/9/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 7/10/20	Student may change online or submit an email request to ceregistration@colorado.edu.
After 7/10/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 7/8/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Summer Session 2020 – Terms E & F (Sections 500-699/850-569)

CU-SIS Session Codes: BES/Boulder Sum E Session/1st 5 Wks; BFS/Boulder Sum F Session/2nd 5 Wks

See the Summer Session 2020 website for all Add/Drop deadlines associated with Term E & F courses.

Students may drop/add or request special grading basis up to the 2nd day of class. The actual drop/add calendar date depends on the start date of the course. Students wishing to add a course after the second day of class must have department approval. After the second day of class, students wishing to drop and E or F session course would receive a grade of “W” and full tuition and fees are assessed. Students may withdraw up to the day before the last class meeting and must have instructor and dean’s signatures.

Waitlist

Deadline for students to add their name to a waitlist for **Term E and F** is midnight on the second day of the respective class. Waitlists are cancelled at 4:30 pm on the third day of class.

Residency Petitions

Residency petitions for in-state tuition classification are due by the first day of class. The student must meet the residency requirements by the first day of classes.

Summer Session 2020 – Augmester (Sections 050-099/870-879)

CU-SIS Session Code: BGS/Boulder Sum Augmester/3 Wks (8/3/20-8/20/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 8/4/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
8/5/20 – 8/13/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 8/13/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 8/4/20	Student must complete a registration form, 'Drop/Add and Petition Voucher,' and/or 'Special Action Form,' depending on registration status. Instructor signature is only necessary in cases of registration restrictions.
8/5/20 – 8/17/20	Student must obtain the instructor's signature on a Drop/Add Form or Special Action Form. A signed letter from the instructor is also acceptable.
After 8/17/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for Augmester students to add their name to a waitlist is 8/3/20. Waitlists are cancelled on 8/4/20 at 4:30 pm.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 8/4/20	Student may change online or submit an email request to ceregistration.
After 8/4/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification for nondegree students are due by 7/31/20. The student must meet the residency requirements by the first day of classes.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Online Credit Term Based BL1

CU-SIS Session Code: BL1/CE Online TermBased Sess 1 (6/1/20-7/2/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/5/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/6/20 – 6/12/20	60%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/13/20 – 6/19/20	40%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/20/20 – 6/23/20	None	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
After 6/23/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have an instructor signature.*** 📧

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/5/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
6/6/20 – 6/29/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 6/29/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for students to add their name to a waitlist is 6/2/20.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/5/20	Student may change online or submit an email request to ceregistration.
After 6/5/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking only CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Online Credit Term Based BL2

CU-SIS Session Code: BL2/CE Online TermBased Sess 2 (7/7/20-8/7/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 7/10/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/11/20 – 7/17/20	60%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/18/20 – 7/24/20	40%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/25/20 – 7/29/20	None	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
After 7/29/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled and must have instructor signature. ***

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 7/10/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
7/21/20 – 8/3/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 8/3/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for students to add their name to a waitlist is 7/8/20.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 7/10/20	Student may change online or submit an email request to ceregistration.
After 7/10/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.


☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Online Credit Term Based BL3

CU-SIS Session Code: BL3/CE Online TermBased Full Sess (6/1/20-8/7/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/10/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/11/20 – 6/17/20	60%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/18/20 – 6/24/20	40%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/25/20 – 7/28/20	None	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
After 7/28/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have instructor signature. *** 

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/10/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
6/11/20 – 8/3/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 8/3/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for students to add their name to a waitlist is 6/2/20.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/10/20	Student may change online or submit an email request to ceregistration.
After 6/10/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Online Credit Term Based BL5

CU-SIS Session Code: BL5/CE Online TrmBsd Sum 8 Weeks (6/1/20-7/24/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 6/8/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/9/20 – 6/15/20	60%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/16/20 – 6/22/20	40%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
6/23/20 – 7/1/20	None	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
After 7/1/20	None	Non-degree students must petition the dean of CEPS and must have an instructor signature. Degree students must petition the dean of the college in which they are enrolled, and must have instructor signature.***

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 6/8/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
6/9/20 – 7/20/20	Student must obtain the instructor's permission to be enrolled. A signed letter, Drop/Add Form, Special Action Form or email is acceptable.
After 7/20/20	Student must have instructor's signature and must petition the dean of the college in which they are enrolled.***

Waitlists: The deadline for students to add their name to a waitlist is 6/2/20.

Special Grading Options (Pass/Fail and No-Credit)

If a student wishes to change to or from a special grading option, the timelines and procedures are as follows:

Date of Request	Procedures
Through 6/8/20	Student may change online or submit an email request to ceregistration.
After 6/8/20	Student must have dean's approval. Degree students must petition the dean of the college in which they are enrolled***. Non-degree students must petition the dean of CEPS.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

☞Engineering students on suspension (having an active main campus academic stop) taking **only** CEPS classes can withdraw from one or all classes through the last day of the semester without petitioning their Dean.

Online Credit Flex, Individualized Instruction

Online Credit Flexible (Self-Paced) Courses

CU-SIS Session Code: BSO/CE Online Flex

In general, to receive a 100% tuition adjustment, students must drop an OC Flex course (sections 640, 641, 642) within forty (40) calendar days of the registration date (the day of registration is the first day). Students may drop online within 40 days of registration or change the grading basis (pass/fail or no-credit). All students must petition their dean for approval to change their grading basis after the 40-day deadline***. Drop requests submitted to registration staff must be in writing and must include the student's signature. Students may also request to drop their course via email, but they must include their name and the course that they are dropping. Students may not request a drop or withdraw over the phone.

***Arts & Sciences degree students must contact their advisor for more information on the petition process.

Individualized Instruction/Internships

CU-SIS Session Code: BII/CE Ind Ins

Students may withdraw with the permission of the instructor, or request to change their grading basis, within 30 days of registration. If withdrawing, the instructor must indicate the percentage of completion, if any. Refunds will be assessed on a case-by-case basis and will be based on the percentage of completion. Failure to obtain permission to withdraw with percentage of completion indicated may result in no refund. After 30 days from the date of registration, no refunds will be given, and if requesting a change of grading basis, dean's approval is required. Non-attendance or non-payment does not constitute withdrawal.

NOTE: FOR SUMMER ONLY

Tuition is assessed on a "per credit hour" basis. Units/credits for Individualized Instruction/Internship courses are included in the student's schedule and therefore in the tuition assessment. Nonresident students will be charged the out-of-state, per credit rate. However, the in-state tuition rate will be charged when a nonresident degree student pays CU Boulder out-of-state tuition and also enrolls in additional Individualized Instruction courses.

Summer 2020 Extraordinary Session

CU-SIS Session Code: BCE/CE Extraordinary

Extraordinary courses in the BCE session are built with “dynamic dating”. These dates control add and drop deadlines, as well as tuition adjustments. On a course-by-course basis, students may need department consent to add or drop BCE session courses. Whether or not consent is required, a student may drop a course up to the deadline with no penalty (no W grade, full tuition adjustment). After the drop deadline, students will receive a grade of “W” and full tuition is assessed.

Dynamic date information can be viewed in the Student Services Center, Student Center Tab. Eventually you will be able to view the course dynamic dates just by clicking on the calendar icon next to the course in the “This weeks’ schedule” table, however for now you will need to use the following work around:

On the Student Center Tab, click on the “My Class Schedule” link.

The screenshot shows the University of Colorado Student Center interface. At the top, there is a navigation bar with 'Favorites', 'Main Menu', 'Campus Community', and 'Student Services Ctr (AdminVw)'. Below this is the University of Colorado logo and a search bar. The user's ID is 109319455. The 'Academics' tab is selected, and the 'My Class Schedule' link is highlighted with a red arrow. The 'This Week's Schedule' table shows one class: LGTC 5032-570 LEC (19347) with a status of 'Enrolled'.

Class	Schedule	Status
LGTC 5032-570 LEC (19347)	Continuing Ed Online Class	Enrolled

Select appropriate term, and view the student's schedule; from there click on the calendar icon under "deadlines" column for the appropriate class.

University of Colorado
 Boulder | Colorado Springs | Denver | Anschutz Medical Campus

ID 109319455

Select Display Option: List View Weekly Calendar View


Selected Term: Fall 2019 UC Boulder | Graduate Non-degree Change Term

Class Schedule Filter Options:

- Show Enrolled Classes
- Show Dropped/Withdrawn Classes
- Show Waitlisted Classes

Filter

LGTC 5030 - Tools in Practice

Status	Waitlist Position	Waitlist Type	Waitlist Description	
Enrolled				
Units: Grading		Grade	Deadlines	
2.00	Letter Grade		 ←	
Class Nbr	Section	Component	Days & Times	Start/End Date
40906	570	Seminar		10/20/2019 - 12/15/2019

Printer Friendly Page

The specific dates for the course should display:

[View My Schedule](#)

Academic Calendar Deadlines

Graduate Non-degree Fall 2019 UC Boulder
 CE Extraordinary Program

LGTC	5030	Section 570	Tools in Practice
Class Start Date		10/20/2019	End Date 12/15/2019

Drop Calendar

Drop - Retain Record	10/28/2019	This is the last date to drop a class without a W grade. Classes dropped after this date appear on your transcript with a W grade. For college/school specific deadlines related to late drops of individual classes or withdrawing from the entire term, refer to the Registrar's Office or the Continuing Education/Extended Studies web sites for your campus.
Drop with Penalty	12/15/2019	A class dropped on or before this date will appear on your transcript and a penalty grade will be assigned to the class.
Last Date to Drop	11/23/2019	You are not allowed to drop after this date. If you must drop you need to contact your advisor.

(Note: Academic Calendar dates are subject to change)

[Return to View My Schedule](#)

- Drop-Retain Record date is the last day to drop the course, no "W", full tuition adjustment.
- Drop with Penalty is the last day of class. Any class dropped after the Retain Record date but before this date will be assigned the grade of "W", no tuition adjustment.
- Last Date to Drop is the last day for a student to drop online or request a late drop. A "W" grade is assigned, tuition is not adjusted. After this date, written instructor approval is required to drop the course.

Summer 2020 MS in Org Leadership 1

CU-SIS Session Code: BG1/CE Grad 1st 7 Weeks (5/11/20-6/28/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all, of his/her courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 5/18/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
5/19/20 – 5/25/20	60%	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
5/26/20 – 6/1/20	40%	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
6/2/20 – 6/15/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 6/15/20	None	Students with extenuating circumstances may petition the dean of CEPS.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 5/18/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
After 5/18/20	Students must obtain the instructor's signature on a Drop/Add Form. A signed letter or e-mail from the instructor is also acceptable. Students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification are due by 5/16/20. The student must meet the residency requirements by the first day of classes.

Summer 2020 MS in Org Leadership 2

CU-SIS Session Code: BG2/CE Grad 2nd 7 Weeks (6/29/20-8/16/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all, of his/her courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 7/6/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
7/7/20 – 7/13/20	60%	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
7/14/20 – 7/20/20	40%	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
7/21/20 – 8/3/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 8/3/20	None	Students with extenuating circumstances may petition the dean of CEPS.

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 7/6/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
After 7/6/20	Students must obtain the instructor's signature on a Drop/Add Form. A signed letter or email from the instructor is also acceptable. Students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification are due by 7/2/20. The student must meet the residency requirements by the first day of classes.

Summer 2020 Evening MBA 1

CU-SIS Session Codes: BM1(EMBA1), BM2(EMBA2), BEM(CE Eve MBA)

Tuition Adjustments

Tuition for the Evening MBA program is assessed per term (Fall/Spring/Summer) rather than on course load. Tuition adjustment dates apply for the entire term and are not related to add/drop deadlines for specific sessions. Tuition adjustments occur only in the event that a student drops all of their classes in a term. If a student drops all courses in a term, the following tuition adjustment schedule applies.

Date of Drop/ Withdrawal	Amount of Adjustment
Through 5/19/20	100%
5/20/20 – 6/9/20	60%
6/10/20 – 6/23/20	40%
After 6/23/20	None

COURSES IN THESE SESSION MAY REQUIRE DEPARTMENT CONSENT TO DROP. PLEASE FORWARD ANY REQUESTS TO leedsmba@colorado.edu or 303/492-8397.

Add/Drop/Withdrawal Deadlines

Session	Last Day to Add a Course	Last Day to Waitlist	Last Day to Drop
BM1 5/11/20 – 6/26/20	5/19/20	5/19/20	5/19/20
BM2 6/29/20 – 8/14/20	7/7/20	7/7/20	7/7/20
BEM 5/11/20 – 8/14/20	5/19/20	5/19/20	5/19/29

Any actions requested after the deadlines above would require approval from the Evening MBA program.

Residency Petitions

Residency petitions for in-state tuition classification are due by 5/15/20. The student must meet the residency requirements by the first day of classes.

Summer 2020 MA in Journalism Entrepreneurship

CU-SIS Session Code: B13/CE 3 week session (8/3/20-8/20/20)

Drops/Withdrawals

Dropping some courses: If a student is dropping one or more, but not all, of his/her courses, the following tuition adjustment schedule and procedures apply:

Date of Drop/Withdrawal	Amount of Adjustment	Procedures
Through 8/4/20	100%	Student may drop online, submit an e-mail or complete Drop/Add Form. No instructor signature is necessary.
8/5/20 – 8/10/20	40%	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
8/11/20 – 8/13/20	None	Student may withdraw online, submit an e-mail or complete a Drop/Add Form. No instructor signature is necessary.
After 8/13/20	None	Students with extenuating circumstances may petition the dean of CEPS.

Petitioning for tuition adjustment exceptions: Before petitioning for tuition adjustment exceptions, the student must have secured the withdrawal/late drop(s) from their Dean.

Adds

If a student wants to add a course(s), the following timelines and procedures apply:

Date of Add	Procedures
Through 8/4/20	Depending on registration status, student may register online or submit a Credit Registration Form, Course Request Form or Drop/Add form.
After 8/4/20	Students must obtain the instructor's signature on a Drop/Add Form. A signed letter or email from the instructor is also acceptable. Students must petition the dean of CEPS.

Residency Petitions

Residency petitions for in-state tuition classification are due by 7/31/20. The student must meet the residency requirements by the first day of classes.

Summer 2020 IEC Noncredit

Drops/Withdrawals

If a student wishes to drop one or more of his/her courses, the student should contact his or her advisor within the IEC. The Advisor would then have the student consult with the Asst. Dir. for Student Services and Program Development for academic issues and the Student Services Coordinator/Immigration Advisor for immigration issues. Once the withdrawal has been confirmed, the Coordinator of Operations or Administrative Assistant would be notified to process the withdrawal in ISIS. The following tuition adjustment schedules apply:

IEC Non-Credit Session 1 (BI1), 6/8/20 – 7/29/20

Date of Drop/ Withdrawal	Amount of Adjustment
Through 6/15/20	100%
6/16/20 – 6/23/20	60%
6/24/20 – 7/1/20	40%
After 7/1/20	None

IEC Non-Credit Session 2 (BI2), 7/6/20 – 7/29/20

Date of Drop/ Withdrawal	Amount of Adjustment
Through 7/7/20	100%
After 7/7/20	None

IEC Non-Credit Variable Session (BIV), 5/11/20 – 8/20/20

This session spans the entire summer and accommodates specialized classes that don't fit regular session dates. Drop/Add deadlines and refund policies are determined on a class-by-class and case-by-case basis. For questions on classes in the BIV session, please contact the IEC, ieccu@colorado.edu.

Adds

All course enrollments are processed manually through the IEC/CE Records. Any class additions/changes after the add deadline would be processed with permission from the Assistant Director for Faculty Services and Curriculum.

Non-Credit Courses

Dropping CEPS Professional Development Courses

Date of Drop	Amount of Adjustment	Procedures
Before 2nd Class Meets	100%	Registrar or student must complete a "Drop/Add Petition Voucher." No instructor signature is necessary.
After 2nd Class Meets	None	Student can withdraw at any time but must petition to be considered for a tuition adjustment after the class begins. (NOTE: A tuition adjustment is not guaranteed.)

Adding Professional Development Courses

Students may add Non-Credit classes by phone, fax, or mail any time before the class begins. Payment is due at the time of registration. Late adds will be handled by the Enrollment Services staff and generally require instructor permission.

Summer 2020 ACCESS and Nondegree Tuition Rates

Division of Continuing Education and Professional Studies

Resident Undergraduate Tuition

Credit Hours	Voucher	A&S/Other	
		Tuition	Student Share
1	\$94	\$541	\$447
2	188	1,082	894
3	282	1,623	1,341
4	376	2,164	1,788
5	470	2,705	2,235
6	564	3,246	2,682
7	658	3,787	3,129
8	752	4,328	3,576
9	846	4,869	4,023
10	940	5,410	4,470
11	1,034	5,951	4,917
12	1,128	6,492	5,346
13	1,222	6,586	5,346
14	1,316	6,680	5,346
15	1,410	6,774	5,346
16	1,504	6,868	5,346
17	1,598	6,962	5,346
18	1,692	7,056	5,346

Nonresident Undergraduate Tuition

Credit Hours	A&S/Other
	Total
1	\$1,324
2	2,648
3	3,972
4	5,296
5	6,620
6	7,944
7	9,268
8	10,592
9	11,916
10	13,240
11	14,564
12	15,888
13	17,212
14	18,273
15	18,273
16	18,273
17	18,273
18	18,273

Drop/Add Tuition Adjustment and Special Grading Options

**Resident Graduate
Tuition**

Credit Hours	A&S/Other	MSOL	Engineering Certificate
1	\$1,971	\$725	\$1,114
2	1,971	1,450	2,228
3	1,971	2,175	3,342
4	2,628	2,900	4,456
5	3,285	3,625	5,570
6	3,942	4,350	6,684
7	4,599	5,075	7,798
8	5,256	5,800	8,912
9+	5,913	6,525	10,026

**Non-resident Graduate
Tuition**

Credit Hours	A&S/Other	MSOL	Engineering Certificate
1	\$4,431	\$795	\$1,432
2	4,431	1,590	2,864
3	4,431	2,385	4,296
4	5,908	3,180	5,728
5	7,385	3,975	7,160
6	8,862	4,770	8,592
7	10,339	5,565	10,024
8	11,816	6,360	11,456
9+	13,293	7,155	12,888

*College Opportunity Fund (COF). If you have applied and authorized the COF vouchers, you are only responsible for paying the student share for COF eligible hours.

This year, the COF voucher is worth \$94/credit hour. For COF FAQs, go to: <http://conted.colorado.edu/enroll/college-opportunity-fund-cof/>.

To apply online, go to: <http://cof.college-assist.org>. To authorize, log in at: mycuinfo.colorado.edu. Go to: Student > Financial > COF authorization review screen.

Credit hours over 18: Add \$94 per credit hour for total tuition; student share remains the same.

The Board of Regents reserves the right to change the tuition and fee rates at any time.

For tuition not paid by the published due date, a 1% finance charge will be assessed on the unpaid balance, and a financial stop will be placed on your record. **All tuition and refund determinations are subject to audit.**

Optional Student Insurance

Denver-metro area Continuing Education students who are enrolled for credit courses may be eligible for health insurance through Wardenburg Health Center, the on-campus health care provider. Two insurance plans are available. For eligibility requirements, deadlines, and more information, contact Wardenburg or visit <http://healthcenter.colorado.edu>.

See <http://conted.colorado.edu/programs/access/> for additional information including the Student Fee Waiver Policy. The deadline for waiving Fall fees is September 27th, 2019.

Mandatory Student Fees

All ACCESS students will be assessed mandatory student fees depending on the Session of the course. Each Session has a different cost related to the fees so you will be charged students fees for the Sessions you are enrolled in. You can find more information about the cost of the mandatory student fees here: <https://www.colorado.edu/bursar/costs/mandatory-fees/summer-2020-fees>.

Payment Options

Summer Tuition Due Date: June 5th, 2020.

For Students: Please have your IdentiKey and password ready to log on to MyCUInfo at <https://mycuinfo.colorado.edu>. To view your current account information, navigate to the "Tuition & Fees" section and select "Balance Summary". From there, click on "View/Pay Bill" hyperlink to pay your bill.

For Parents or Other Authorized payers: You may pay online by going directly to the Authorized payer login page <https://quikpayasp.com/cu/boulder/tuition/authorized.do>. Please remember that before you can log in your student must set up an account for you. Students can do this through the MyCUInfo portal.

Payment options available:

Web - Internet Check Payment - The internet check payment option allows you to make payments directly from a checking or savings account from a U.S. bank or credit union.

Web - Credit Card payments - (VISA, MasterCard, Discover, American Express).

All credit card payments will be assessed 2.75% service fee in addition to the tuition.

Confirmation of payment is available at the time of payment and will also be sent by email. Please note that if the bank account information is entered incorrectly, your payment will be returned by the bank, and you will be assessed Continuing Education service charges.

Stop By - Please feel free to stop by CU-Boulder Division of Continuing Education and Professional Studies

1505, University Avenue, Boulder.

Registration 303-492-5148; Accounting/Bursar 303-492-2212

TTY 303-492-8905

Fax 303-492-5335

For more information please visit <https://ce.colorado.edu/resources/bursar-and-billing/>

Please Note: It is every student's responsibility to pay his/her bill in a timely manner. CU Boulder **does not** send paper bills, but does send an email notification that an on-line statement is available. If a student doesn't receive the email notification, the student is still responsible for payment by the due date. Failure to make payment in full by the tuition due date will result in a stop placed on the student's account, a 1% service charge assessed monthly, and possible referral of the account to a private collection agency.

Summer 2020 Online and Individualized Instruction Tuition Rates

Division of Continuing Education and Professional Studies

Resident Undergraduate Tuition

Credit Hours	IL Term based***	IL Self paced***	Ind Instr
1	\$427	\$427	\$447
2	854	854	894
3	1,281	1,281	1,341
4	1,708	1,708	1,788
5	2,135	2,135	2,235
6	2,562	2,562	2,682
7	2,989	2,989	3,129
8	3,416	3,416	3,576
9	3,843	3,843	4,023
10	4,270	4,270	4,470
11	4,697	4,697	4,917
12	5,124	5,124	5,364
13	5,551	5,551	-
14+	5,978	5,978	-

Nonresident Undergraduate Tuition

Credit Hours	Ind Instr
1	\$1,324
2	2,648
3	3,972
4	5,296
5	6,620
6	7,944
7	9,268
8	10,592
9	11,916
10	13,240
11	14,546
12	15,888
13	17,212
14+	18,273

Resident Graduate Tuition

Credit Hours	IL Term based	IL Self paced	Ind Instr
1	\$620	\$620	\$657
2	1,240	1,240	1,314
3	1,860	1,860	1,971
4	2,480	2,480	2,628
5	3,100	3,100	3,285
6	3,720	3,720	3,942
7	4,340	4,340	4,599
8	4,960	4,960	5,256
9+	5,580**	5,580**	5,913

Nonresident Graduate Tuition

Credit Hours	Boulder Evening	Applied Music	Ind Instr
1	\$620	\$620	\$1477
2	1,240	1,240	2,954
3	1,860	1,860	4,431
4	2,480	2,480	5,908
5	3,100	3,100	7,385
6	3,720	3,720	8,862
7	4,340	4,340	10,339
8	4,960	4,960	11,816
9+	5,580**	5,580**	13,293

*Tuition for Independent Learning term-based and self-paced courses continues to be assessed at the per credit hour rate.

**Tuition for Independent Learning term-based and self-paced courses is the same for both resident and nonresident students.

For tuition not paid by the published due date, a 1% finance charge will be assessed on the unpaid balance, and a financial stop will be placed on your record. **All tuition and refund determinations are subject to audit.**

Optional Student Fees

Denver-metro area Continuing Education students who are enrolled for credit courses (excluding ACCESS courses) may elect to purchase an optional student fee package. The cost is \$332.98.

Students who choose to purchase a student fee package **must** purchase a BuffOne ID card. BuffOne cards can be purchased for \$30 in the Campus Card Office currently located in Center for Community. Room N180.

Optional Student Insurance

Denver-metro area Continuing Education students who are enrolled for credit courses may be eligible for health insurance through Wardenburg Health Center, the on-campus health care provider. Two insurance plans are available. Students must elect to purchase the optional student fees of \$332.98 in order to enroll in health insurance. For eligibility requirements, deadlines, and more information contact Wardenburg or visit <http://healthcenter.colorado.edu>.

Payment Options

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For Students: Please have your IdentiKey and password ready to log on to MyCUInfo at <https://mycuinfo.colorado.edu>. To view your current account information, navigate to the "Tuition & Fees" section and select "Balance Summary". From there, click on "View/Pay Bill" hyperlink to pay your bill.

For Parents or Other Authorized payers: You may pay online by going directly to the Authorized payer login page <https://quikpayasp.com/cu/boulder/tuition/authorized.do>. Please remember that before you can log in your student must set up an account for you. Students can do this through the MyCUInfo portal.

Payment options available:

Web - Internet Check Payment - The internet check payment option allows you to make payments directly from a checking or savings account from a U.S. bank or credit union.

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Fax 303-492-5335

For more information please visit <https://ce.colorado.edu/resources/bursar-and-billing/>

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